

**Natural Resources Conservation Service
Civil Rights Committee
Action Plan FY 2006
STATE OF MISSISSIPPI**

Action Item	Completion Date	Person Responsible
1. Plan activities for each special emphasis month	Ongoing	SEPM's
2. Request nominations and recommendations for CR awards	August 2006	Chair and Area Reps
3. Solicit issues and concerns from state, area and field offices for consideration at CR meeting	Ongoing	Committee Reps
4. Provide annual report on accomplishments to STC with copy to Public Affairs Staff	Annually	Chairperson
5. Provide CR training to committee members	Ongoing	CR Advisor
6. Distribute CR Committee minutes to STC, Principal Staff, and AC's and provide recommendations to STC following each committee meeting	Ongoing	Craddock
7. Provide adequate employment information or employment status, needs and concerns to CR meeting	Semi-Annually	Spann
8. Update and maintain video library	Ongoing	Spann/Craddock

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9. Present CR awareness training to employees at area meetings.	Quarterly	Area Reps
10. Update AEP (Affirmative Employment Program)	Annually	Spann/Committee
11. Transfer of documents to new member	Ongoing	Outgoing Member
12. Update Civil Rights notebook	As Needed	Committee
13. Update website with current CRC information	As Needed	Spann
14. Participate in recruitment activities	Ongoing	SEPM's
15. Plan All Personnel/Diversity Day	TBA	Committee
16. Committee members to Participate in CR reviews	As Needed	Steel

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17.			
18.			
19.			
20.			
21.			